

QUEENS UNIVERSITY

of

CHARLOTTE

GROUP VISIT REQUEST FORM

The Traditional Undergraduate Admissions Office offers group visits on Monday – Thursday, in the morning and the afternoon. Visits typically last 1.5 hours and include a 30 minute admissions presentation and a 1-hour walking tour of campus. Please allow plenty of time to navigate your way to campus, as our campus is located within the Charlotte city limits. If you have questions, please contact our office at: 704-337-2212. Once your visit request is received, we will review it and contact you directly via e-mail with confirmation information. We are only able to host one group per day.

For your planning purposes, this is a sample group visit schedule:

- 9:45 am – Group Arrives on Campus
- 10:00 am – Admissions Presentation
- 10:30 am – Campus Tour
- 11:30 am – Group Departs Campus
- 1:45 pm -- Group Arrives on Campus
- 2:00 pm – Admissions Presentation
- 2:30 pm – Campus Tour
- 3:30 pm – Group Departs Campus

Group Name: _____ Date of Visit: _____

Time 10:00AM OR 2:00PM (please select one)

Address: _____

City: _____ State: _____ Zip: _____

Visit Coordinator Name: _____

Visit Coordinator E-mail: _____ Visit Coordinator Phone: _____

Day of Visit Contact: _____

Day of Visit E-mail: _____ Day of Visit Phone: _____

How many buses or shuttles will you be bringing? _____

Tell us more about your group... _____

Number of Students: _____

Grade(s): _____

Number of Chaperones: _____

Any special needs? _____

Please fax or e-mail your completed visit request form to us at: visit@queens.edu or 704-337-2403 (fax).